

**TOWN OF DAVIE
TOWN COUNCIL AGENDA REPORT**

TO: Mayor and Councilmembers

FROM/PHONE: Herb Hyman/1016

PREPARED BY: Herb Hyman

SUBJECT: Resolution

AFFECTED DISTRICT: n/a

ITEM REQUEST: **Schedule for Council Meeting**

TITLE OF AGENDA ITEM: SELECTION OF FIRM - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, SELECTING THE FIRM OF FRED FOX ENTERPRISES, INC. TO PROVIDE ADMINISTRATIVE SERVICES FOR THE NEIGHBORHOOD STABILIZATION PROGRAM AND AUTHORIZING THE TOWN ADMINISTRATOR OR HIS DESIGNEE TO NEGOTIATE AN AGREEMENT FOR SUCH SERVICES.

REPORT IN BRIEF: The Town solicited competitive sealed proposals to provide administrative services for the Neighborhood Stabilization Program. RFP documents were sent to forty-eight (48) prospective respondents. Additionally, the solicitation was advertised statewide in Florida Bid Reporting and nationally in BidNet and also posted on the Town's website. The Town received six (6) responses. All proposals are available for viewing in the Purchasing Division. Since the administrative services function is the backbone of this program, the Housing and Community Development Director recommended the selection of the highest scoring firm in accordance with the attached scoring sheet. Upon approval of this resolution, the negotiation team will begin negotiating a contract with the selected firm and present that agreement for approval at a future meeting date.

PREVIOUS ACTIONS: n/a

CONCURRENCES: The selection committee scored Fred Fox Enterprises, Inc. as the highest scoring firm.

FISCAL IMPACT: Yes

Has request been budgeted? Yes

If yes, expected cost: To be negotiated with the selected firm

Account name and number: Housing and Community Development

Additional Comments: n/a

RECOMMENDATION(S): Motion to approve resolution

Attachment(s):

Procurement Authorization

Selection Committee Ranking Sheet

Incorporation Information

RESOLUTION NO. _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, SELECTING THE FIRM OF FRED FOX ENTERPRISES, INC. TO PROVIDE ADMINISTRATIVE SERVICES FOR THE NEIGHBORHOOD STABILIZATION PROGRAM AND AUTHORIZING THE TOWN ADMINISTRATOR OR HIS DESIGNEE TO NEGOTIATE AN AGREEMENT FOR SUCH SERVICES.

WHEREAS, the Town solicited proposals to provide appraisal services for the Neighborhood Stabilization Program; and

WHEREAS, the selection committee has selected Fred Fox Enterprises, Inc. as the firm best qualified to provide the required services; and

WHEREAS, it is in the Town's best interest to execute a contract for such services.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council of the Town of Davie does hereby accept the selection of Fred Fox Enterprises, Inc. as the firm best qualified to provide the required services and authorizes the Town Administrator or his designee to negotiate an agreement for such services and present that contract for approval at a future meeting date. Should no agreement be reached with the highest ranking firm, then the Town Administrator or his designee shall negotiate with the next ranked firm and present that agreement for approval.

SECTION 2. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2009

MAYOR/COUNCILMEMBER

Attest:

TOWN CLERK

APPROVED THIS _____ DAY OF _____, 2009

TOWN OF DAVIE PROCUREMENT AUTHORIZATION

<u>ACCOUNT NUMBER</u>	<u>BUDGET ITEM & DESCRIPTION</u>	<u>APPROXIMATE COST</u>
	Request for Proposals Administrative Services NSP Program	

METHOD OF PROCUREMENT (check the one that applies)

☐ Open Competitive Bidding
☐ Piggyback on Contract Number
☐ Sole Source
☒ Request For Proposals

SPECIFICATIONS & LIST OF VENDORS MUST BE ATTACHED

Signed [Signature]
Department Head:

Have Funds been Reserved N/A - NO ACCOUNT OR AMOUNT LISTED

Date 3/19/09 Signed [Signature]

Signed [Signature]
Town Administrator

<u>BIDS SUBMITTED</u>	<u>COST</u>
<u>VENDOR</u>	
<u>FRED FOX ENTERPRISES, INC.</u>	<u>RANKED 1ST</u>
<u>TIRE URBAN GROUP</u>	<u>RANKED 2ND</u>
<u>LANESTON ASSOC.</u>	<u>RANKED 3RD</u>
<u>HALEMY</u>	<u>RANKED 4TH</u>
<u>SECURITY DEVELOPMENT GROUP</u>	<u>RANKED 5TH</u>
<u>PANDERSON LLC</u>	<u>RANKED 6TH</u>

Signed [Signature]
Procurement Manager

BID SPECIFICATION COMMITTEE'S RECOMMENDATION

<u>Vendor</u>	<u>Cost</u>
<u>FRED FOX ENTERPRISES, INC.</u>	<u>RANKED 1ST</u>

	A	B	C	D	E	F	G
1							
2							
3							
4							
5							
6	COMMITTEE MEMBER	URBAN GROUP	LANGSTON ASSOC	FRED FOX	EQUITY DEV	FANDERSON LLC	HAGERTY
7							
8							
9	W. ACKERMAN						
10	R. MUNIZ	86	13	5	2	7	85
11	M. DIEZ	65	65	65	45	50	65
12	L. NGUYEN	92	94	85	78	60	96
13	B. HITCHCOCK	95	76	90	45	40	75
14	G. MOSS	89	95	100	50	0	37
15	H. HYMAN	93	89	92	17	16	96
16							
17	TOTAL	520	496	531	311	182	454
18							
19	RANKING	2 ND	3 RD	1 ST	5 TH	6 TH	4 TH
20							

Request for Taxpayer
Identification Number and Certification

Give form to the
requester. Do not
send to the IRS.

Name as shown on your income tax return
Fred D. Fox

Business name, if different from above
Fred Fox Enterprises, Inc.

Check appropriate box: ☐ Individual sole proprietor ☒ Corporation ☐ Partnership ☐ Other ☐ Exempt from backup withholding

Address (number, street, and apt. or suite no.)
26 Spanish Street

City, state, and ZIP code
St. Augustine, Florida 32084

List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note: If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
or
Employer identification number
51 924143697

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. person (including a U.S. resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

Sign Here Signature of U.S. person **Fred D. Fox** Date **May 11, 2009**

Purpose of Form

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

U.S. person. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
- Certify that you are not subject to backup withholding.
- Claim exemption from backup withholding if you are a U.S. exempt payee.

In 3 above, if applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

For federal tax purposes, you are considered a partner if you are:

- An individual who is a citizen or resident of the United States;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States; or
- Any estate (other than a foreign estate) or trust. See Regulations sections 301.7701-6(a) and 7(a) for additional information.

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity.

I, Fred D. Fox, being first duly sworn state that:
The full legal name and business address of the person(s) or entity contracting with the
Town of Davie ("Town") are as follows (Post Office addresses are not acceptable):

Name of Individual, Firm, or Organization: Fred O. Fox
Address: Fred Fox Enterprises, Inc.
26 Spanish Street
FEIN St. Augustine, Florida 32084
59-2443697
State and date of incorporation Florida - March 1983

OWNERSHIP DISCLOSURE AFFIDAVIT

1. If the contract or business transaction is with a corporation, the full legal name and business address shall be provided for each officer and director and each stockholder who directly or indirectly holds five percent (5%) or more of the corporation's stock. If the contract or business transaction is with a trust, the full name and address shall be provided for each trustee and each beneficiary. All such names and address are as follows (Post Office addresses are not acceptable):

Full Legal Name	Address	Ownership
Fred D. Fox	939 Saltwater Circle	51 %
	St. Augustine, FL 32080	%
Susan J. Fox	939 Saltwater Circle	49 %
	St. Augustine, FL 32080	%

2. The full legal names and business addresses of any other individual (other than subcontractors, materialmen, suppliers, laborers, and lenders) who have, or will have, any legal, equitable, or beneficial interest in the contract or business transaction with the Town are as follows (Post Office addresses are not acceptable):

Full Legal Name	Address
<u>N/A</u>	

Fred D. Fox
Signature of Affiant

Fred D. Fox
Print Name

SUBSCRIBED AND SWORN TO or affirmed before me this 11th day of May 2009, by Fred D. Fox he/she is personally known to me or has presented as identification.



MARCIA L. WILLIS
NOTARY PUBLIC - STATE OF FLORIDA
COMMISSION # DD7051200
EXPIRES 8/17/2011
RENEWED THRU 1-888-NOTARY1

Marcia L. Willis
Notary Public, State of Florida at Large

Marcia L. Willis
Print or Stamp of Notary

DD7051200
Serial Number

My Commission Expires 8-17-2011

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Previous on List		Next on List		Return To List	
No Events		No Name History		Entity Name	
Detail by Entity Name				State	
Florida Profit Corporation					
FRED FOX ENTERPRISES, INC.					
Filing Information					
Document Number	G95786				
FEI/EIN Number	592443697				
Date Filed	04/11/1984				
State	FL				
Status	ACTIVE				
Principal Address					
26 SPANISH STREET ST AUGUSTINE FL 32084 US					
Changed 01/21/2009					
Mailing Address					
26 SPANISH STREET P O BOX 1047 ST AUGUSTINE FL 32085 US					
Changed 01/23/2006					
Registered Agent Name & Address					
FOX, FRED D. 939 SALTWATER CIRCLE SAINT AUGUSTINE FL 32080 US					
Address Changed: 01/21/2009					
Officer/Director Detail					
Name & Address					
Title P					
FOX, FRED D. 939 SALTWATER CIRCLE SAINT AUGUSTINE FL 32080					
Title V					

FOX, SUSAN J.
939 SALTWATER CIRCLE
SAINT AUGUSTINE FL 32080

Title ST

FOX, FRED D.
939 SALTWATER CIRCLE
SAINT AUGUSTINE FL 32080

Annual Reports

Report Year Filed Date

2007	01/04/2007
2008	01/28/2008
2009	01/21/2009

Document Images

01/21/2009 -- ANNUAL REPORT	View image in PDF format
01/28/2008 -- ANNUAL REPORT	View image in PDF format
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05/03/2001 -- ANNUAL REPORT	View image in PDF format
05/26/2000 -- ANNUAL REPORT	View image in PDF format
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Note: This is not official record. See documents if question or conflict.

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Entity Name

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State

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